

# Final Plat Submittal Checklist



Engineering and Development Services – 14455 W. Van Buren Street, Suite D101, Goodyear, AZ 85338 (623) 932-3004

This form must accompany the Planning and Zoning Final Plat Application. Submittals shall use the naming convention listed below. Plans should be 24x36, landscape orientation. Contact your project planner if you have any questions regarding the required materials.

Project Name: \_\_\_\_\_

Project Type: Final Plat (FS 520)

Preliminary Plat Case Number: \_\_\_\_\_

Total Number of Lots/Tracts/Parcels: \_\_\_\_\_

**All listed items are required at submittal, incomplete submittals will not be accepted.**

	Required Submittal Materials [Naming Convention]	Applicant Verification	Staff Verification
CD with all required items using the naming conventions shown below			
	Application [_____ - APP]	<input type="checkbox"/>	<input type="checkbox"/>
	Final Plat Submittal Checklist ( <i>this form</i> ) [_____ - APCHK]	<input type="checkbox"/>	<input type="checkbox"/>
	Owner Authorization Letter [_____ - OA]	<input type="checkbox"/>	<input type="checkbox"/>
	Narrative [_____ - NAR]	<input type="checkbox"/>	<input type="checkbox"/>
	Legal Description [_____ - LD]	<input type="checkbox"/>	<input type="checkbox"/>
	Title Report [_____ - TR]	<input type="checkbox"/>	<input type="checkbox"/>
	Final Plat [_____ - FP]	<input type="checkbox"/>	<input type="checkbox"/>
	AutoCAD File [_____ - AC]	<input type="checkbox"/>	<input type="checkbox"/>
Paper copies of the required items below			
	Application	<input type="checkbox"/>	<input type="checkbox"/>
	Final Plat Submittal Checklist ( <i>this form</i> )	<input type="checkbox"/>	<input type="checkbox"/>
Fees:		<input type="checkbox"/>	<input type="checkbox"/>
Base Fee \$600 +			
Number of lots/tracts/parcels _____ x \$20 = _____			
Total Fees Submitted: _____			

## INTERNAL USE ONLY

Received by \_\_\_\_\_

Date \_\_\_\_\_